

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS.

U. S. DEPARTMENT OF AGRICULTURE
AND STATE AGRICULTURAL COLLEGES
COOPERATING.

STATES RELATIONS SERVICE, OFFICE OF
EXTENSION WORK, NORTH AND WEST,
WASHINGTON, D. C.

ANNUAL REPORT OF COUNTY AGENT.

Due November 30, 1919.

State, Arizona County, Cocconino
Report of F. A. Chisholm, County Agent.

From Aug 23 1919, to November 30, 1919.

(If agent has not been employed entire year, indicate exact period. Agents resigning during year should make out this report before quitting the Service.)

Approved:

Date, _____ (Name) _____
President of Farm Bureau.

Approved and forwarded by: _____ (Address) _____

Date, _____
State County Agent Leader.

SUMMARY REPORT OF WORK OF COUNTY AGENT.

TO THE COUNTY AGENT:

In the annual report due from each agent it is desired that the agent give a clear, concise account of the work of the year. This report should be divided into two parts: (1) A narrative report, and (2) a tabulated or summary report.

(1) Narrative Report: This is by far the more important part of the annual report and should be in effect a statement in orderly fashion, and under appropriate subheadings of the work done and the results secured under each project undertaken, as well as the miscellaneous work accomplished. This report may be illustrated with photographs, maps, diagrams, blue prints, or copies of charts used in demonstration work.

(2) Summary Report: This is really designed to be a summary of those features of the narrative report that can be tabulated. In order that comparable State and national summaries may be made, it is necessary that each agent use practically the same method of tabulating. To secure such uniformity, the accompanying blank has been prepared. It is based on the report blanks used by the agents since the work started and covers only the more usual phases of the work. Under each subdivision of the blank, space is provided to accommodate such entries as an individual agent may wish to make. Some of the questions will not apply to the work in a certain county, and these, of course, need not be answered. It may often happen that the added items are more important than the provided headings. It may also be necessary at times to make estimates, but, so far as possible, all data should be based on office records. The following pages are designed as a form which the agent may use in accounting for such phases of his work as it may be possible to put in tabular form.

Instructions for tabulating results of demonstration work.—Below are given instructions for use in filling out tables on page 5 of the summary report.

These tables are for the purpose of tabulating the definite demonstration work* of the agent where accurate known results were secured. Under each of the following titles with appropriate subheadings list all demonstration work in relation to that subject: Corn, Oats, Wheat, Potatoes, Alfalfa, Other Farm Crops, Orchard Fruits, Small Fruits, Truck Crops, Soil Demonstrations, Liming, Green Manuring, Drainage, Miscellaneous Demonstrations in Relation to Crops and Soils, Feeding Demonstrations, Stock Judging, Hog-cholera Control, Blackleg Treatment, and Miscellaneous Demonstrations in Relation to Live Stock.

(1) In column 1 give the total number of demonstrations in regard to each particular subject, whether a meeting was held or not, but do not list demonstrations given at miscellaneous public meetings, such as institutes, short courses, farmers' clubs, etc.

(2) In column 2 list all demonstration meetings held.

(3) In column 3 give the total attendance at meetings listed in column 2.

(4) In column 4 give a measure of the total number of units involved in the demonstration in terms of acres, tons, bushels, etc.

(5) In column 5 give results of demonstrations, expressing results in terms of increased yield in bushels, tons, dollars, acres, etc. Indicate the measurement used. Do not give the increase in percentage.

(6) In column 6 give the total profit secured due to increase as given in column 5 after all additional expenses of the method demonstrated, including the extra cost of harvesting and marketing, have been deducted.

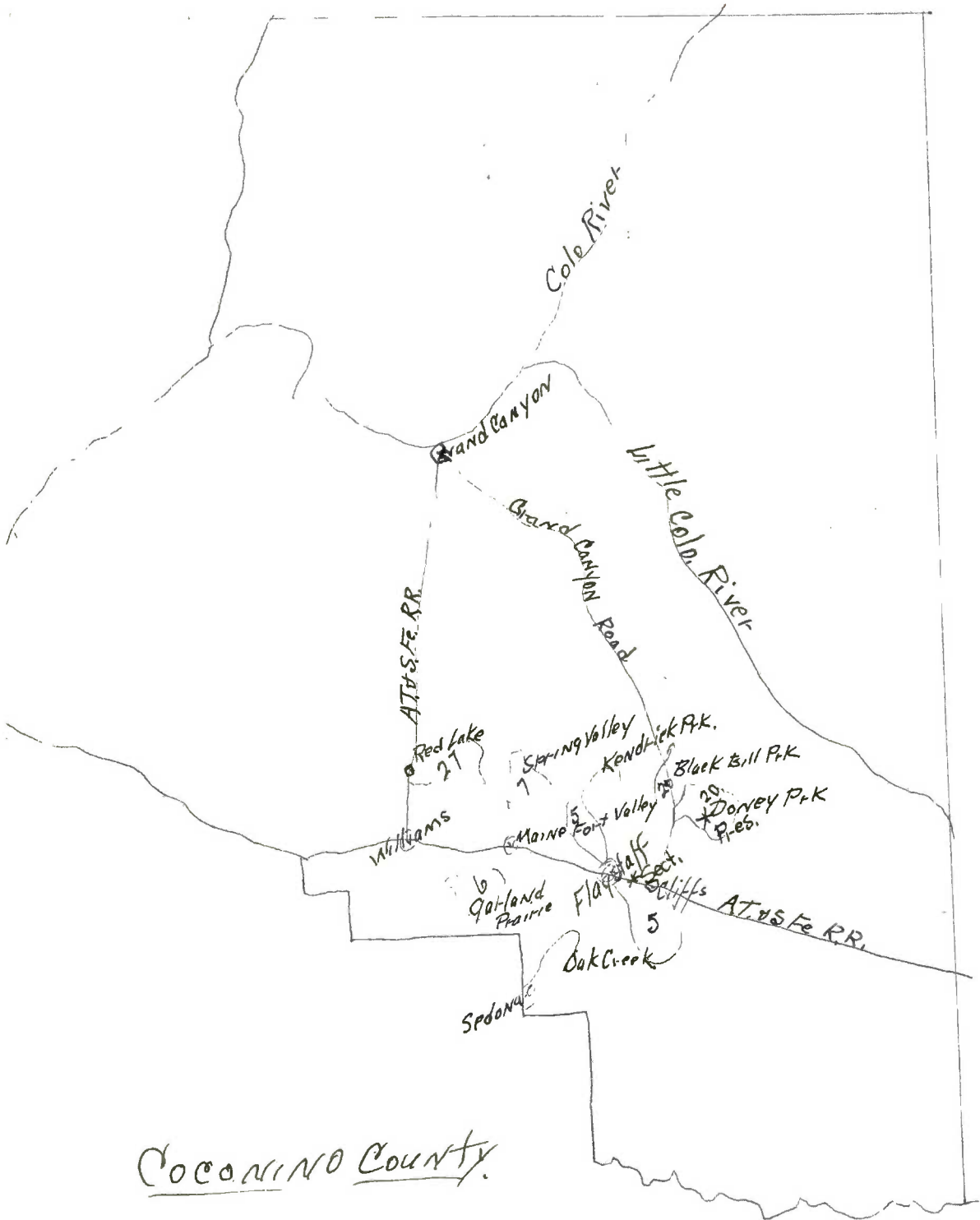
*A demonstration is an effort designed to show by example the practical application of an established fact. Demonstration may be of methods or results.

On this page draw or attach a map of your county, showing community boundaries and number of farm bureau members in each community.

Locate officers and executive committee with an X.

Locate community committeemen with a dot.

Utah



On this page draw or attach a map of your county, showing community boundaries, and locating thereon demonstrations listed on page 5 of this report.

SUMMARY REPORT OF WORK OF COUNTY AGENT.

(A) LIST OF DEMONSTRATIONS.

Name of demonstration, classifying under (1) crops, (2) live stock, (3) soil, (4) farm business, (5) miscellaneous.	1* Number of demonstrations, 1919.	2* Number of meetings at demonstrations, 1919.	3* Total attendance at meetings, 1919.	4* Total units in demonstrations, 1919.	5* Resultant increase (yield per acre or other measurement), 1919.	6* Total profit due to increase given in column 5, 1919.
ILLUSTRATIVE ENTRY.						
CROPS.						
<i>Oat Smut Control</i>	15	12	250	1,200 a.	8 bu. to a.	\$4,200

* See explanation given on page 2, instructions for tabulating results of demonstration work.

DISTRIBUTION OF WORK OF COUNTY AGENT.

(Include both field and office work in each project.)

PROJECT.	December.	January.	February.	March.	April.	May.	June.	July.	August.	September.	October.	November.	TOTAL.
	Days.	Days.	Days.	Days.	Days.	Days.	Days.	Days.	Days.	Days.	Days.	Days.	
Miscellaneous									6	26	27	27	86
Leave													
TOTAL													
Per cent time in field													
Per cent time in office										15	15	15	15%

SUMMARY REPORT OF WORK OF COUNTY AGENT—Continued.

	Number.
(B) CROP PROJECTS.	
<i>List only work done in connection with demonstrations and campaigns incident to crop projects.</i>	
1. Farms selecting seed corn in fall.....	1
2. Acres planted with fall selected seed corn.....	2
3. Farms testing seed corn for germination.....	3
4. Acres planted with tested seed.....	4
5. Farms growing corn for ensilage.....	5
6. Acres of corn grown for ensilage.....	6
7. Total number of farms on which corn growing was introduced or farm practice relative to corn culture modified as a result of corn projects (include spread of influence from demonstrations).....	7
8. Total acres of corn involved in question 7.....	8
9. Farms treating seed wheat for smut.....	9
10. Acres sown with treated seed.....	10
11. Total number of farms on which wheat growing was introduced or farm practice relative to wheat culture modified as a result of wheat projects (include spread of influence from demonstrations).....	11
12. Total acres of wheat involved in question 11.....	12
13. Farms treating seed oats for smut.....	13
14. Acres oats sown with treated seed.....	14
15. Total number of farms on which oats growing was introduced or farm practice relative to oats culture modified as a result of oats project (include spread of influence from demonstrations).....	15
16. Total acres of oats involved in question 15.....	16
17. Farms treating seed potatoes for disease.....	17
18. Acres of potatoes planted with seed treated for disease.....	18
19. Total number of farms on which potato growing was introduced or farm practice relative to potato culture modified as result of potato projects (include spread of influence from demonstrations).....	19
20. Total acres of potatoes involved in question 19.....	20
21. Total number of farms on which hay growing was introduced or farm practice relative to hay culture modified as result of hay projects (include spread of influence from demonstrations).....	21

SUMMARY REPORT OF WORK OF COUNTY AGENT—Continued.

	Number.
22. Total acres of hay involved in question 21	22
23. Total number of farms on which alfalfa growing was introduced or farm practice relative to alfalfa culture modified as result of alfalfa projects (include spread of influence from demonstrations)	23
24. Total acres of alfalfa involved in question 23	24
25. Total number of farms on which sweet clover growing was introduced or farm practice relative to sweet clover culture modified as result of sweet clover projects (include spread of influence from demonstrations)	25
26. Total acres of sweet clover involved in question 25	26
27. Total number of farms on which soy bean growing was introduced or farm practice relative to soy bean culture modified as result of soy bean projects (include spread of influence from demonstrations)	27
28. Total acres of soy beans involved in question 27	28
29. Total number of farms on which cow pea growing was introduced or farm practice relative to cow pea culture modified as result of cow pea projects (include spread of influence from demonstrations)	29
30. Total acres of cow peas involved in question 29	30
31. Total number of farms on which winter or hairy vetch growing was introduced or farm practice relative to winter or hairy vetch culture modified as result of winter or hairy vetch projects (include spread of influence from demonstrations)	31
32. Total acres of winter or hairy vetch involved in question 31	32
33. Total number of farms on which barley growing was introduced or farm practice relative to barley culture modified as result of barley projects (include spread of influence from demonstrations)	33
34. Total acres of barley involved in question 33	34
35. Total number of farms on which rye growing was introduced or farm practice relative to rye culture modified as result of rye projects (include spread of influence from demonstrations)	35
36. Total acres of rye involved in question 35	36
37. Total number of farms on which orchards were planted or farm practice relative to horticulture modified as result of orchard projects (include spread of influence from demonstrations)	37
38. Total acres of orchards involved in question 37	38
39. Total number of farms on which red, alsike, or white clover growing was introduced or farm practice relative to red, alsike, or white clover culture modified as result of clover projects (include spread of influence from demonstrations)	39
40. Total acres of clover involved in question 39	40

SUMMARY REPORT OF WORK OF COUNTY AGENT—Continued.

	Number.
(C) REPORT OF LIVE-STOCK PROJECTS.	
<i>List only work done in connection with demonstrations or campaigns incident to live-stock projects.</i>	
52. Registered stallions secured.....	52
53. Registered bulls secured.....	53
54. Registered cows secured.....	54
55. Registered rams secured.....	55
56. Registered boars secured.....	56
57. Registered sires (all kinds) transferred from one community to another.....	57
58. Cow-testing associations organized in 1919.....	58
59. Number of members in above associations.....	59
60. Cows tested or under test in 1919 for milk production in all such associations organized in 1919 or previously.....	60
61. Cows tested for milk production by individuals.....	61
62. Cows discarded as result of test (questions 60 and 61).....	62
63. Farms on which balanced rations were figured for farmers.....	63
64. Live-stock breeders' associations organized in 1919.....	64
65. Total membership in such live-stock breeders' associations.....	65
66. Animals tested for tuberculosis.....	66
67. Animals treated for blackleg.....	67
68. Hogs vaccinated for cholera by farmers or veterinarians.....	68
69. Hogs vaccinated for cholera by agent (demonstrations only).....	69
70. Hog cholera control clubs organized in 1919.....	70
71. Silos erected.....	71
List below any additional work relative to live-stock projects not covered by above questions:	
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SUMMARY REPORT OF WORK OF COUNTY AGENT—Continued.

	Number.
(E) PROJECTS RELATING TO FARM HOMES AND FARM BUSINESS.	
<i>List only work done in connection with demonstrations and campaigns incident to farm home and farm business projects.</i>	
89. Farm account books placed in hands of farmers.....	89
90. Farmers who kept such accounts through the year.....	90
91. Farmers assisted by agent in summarizing their accounts.....	91
92. Farmers who made profitable changes in their business as result of record keeping.....	92
93. Farmers' exchanges organized in 1919.....	93
94. Value of business done in 1919 through all such exchanges organized by agent or his predecessors.....	94
95. Other purchasing and marketing associations organized in 1919.....	95
96. Total value of business done in 1919 incident to question 95.....	96
97. Approximate savings effected in 1919 by above associations and exchanges.....	97
98. Farms rented in 1919 through such associations and exchanges.....	98
99. Farms supplied with labor in 1919 through such associations and exchanges.....	99
100. Total number of laborers furnished to farmers.....	100
101. Water-supply and sewage-disposal systems introduced.....	101
102. Farms cooperating in rodent or insect control work.....	102
103. Total acres involved in question 102.....	103
104. Farm loan associations organized.....	104
105. Number of farmers assisted in securing credit for purchase of machinery, seeds, fertilizers, or supplies.....	105
106. Number of farmers assisted in securing tractors, sprayers, ditching machines, or other power machinery to economize labor.....	106
List below any additional work relative to farm home and farm business projects not covered by above questions:	
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SUMMARY REPORT OF WORK OF COUNTY AGENT—Continued.

	Number.	
(F) EXTENDING WORK OF THE AGENT IN THE COUNTY.		
107. Different farmers visited on their farms.....	80	107
108. Total number of farm visits made.....	170	108
109. Calls on agent at office relating to county agent work.....	152	109
110. Meetings held under auspices of farm bureau or agent in which he took part.....	2	110
111. Total attendance at such meetings.....	40	111
112. Membership in County Farm Bureau (November 30, 1919).....	91	112
113. Increase or decrease in membership during year (Mark + or -).....	+	113
114. Boys' and girls' clubs organized in 1919.....	5	114
115. Total membership in such clubs organized in 1919.....		115
116. Agricultural articles written by agent published in local papers.....	3	116
117. Agricultural articles written by agent for County Farm Bureau News.....		117
118. Letters mailed (include original copies of circular letters).....	215	118
119. Total circulation of all such circulars and circular letters.....	100	119
120. Local extension schools, including farmers' institutes at which county agent assisted.....		120
121. Days devoted by agent to above extension schools and institutes.....		121
122. Total enrollment at such schools and institutes.....		122
123. Agricultural observation parties conducted incident to project work.....		123
124. Total number of persons in such parties.....		124
125. Meetings or demonstrations held at which assistance was rendered by college or department specialists.....		125
*126. Number of questionnaires or other requests for information handled by agent for United States Department of Agriculture or other Federal officials.....		126
*127. Number of questionnaires or other requests for information handled by agent for agricultural college or other State institutions or officials.....	1	127
*128. Number of persons from college, U. S. department, or other public institutions calling on agent personally for assistance.....	3	128

* See page 14.

